

SCHOHARIE COUNTY DEPARTMENT OF PERSONNEL AND CIVIL SERVICE  
ANNOUNCES CIVIL SERVICE OPEN COMPETITIVE EXAMINATION FOR:

**DIRECTOR OF WEIGHTS AND MEASURES I - #64-625**

DATE OF EXAMINATION  
OCTOBER 16, 2004

\*Examination Fee - \$7.50

LAST FILING DATE  
SEPTEMBER 08, 2004

**SALARY:** Current status is 25 hours a week @ \$29,000.; hours and salary reviewed annually by the Board of Supervisors.

**ELIGIBLE LIST:** The list resulting from this examination will be used to fill vacancies as they occur within the Schoharie County Department of Weights and Measures.

**RESIDENCE REQUIREMENTS:** An applicant must have been a legal resident of Schoharie County or one of the six contiguous counties of Albany, Delaware, Greene, Montgomery, Otsego or Schenectady for at least thirty days immediately preceding the test date. The hiring authority may give preference to applicants who live within its jurisdiction. Residence must be established within the county if appointed.

**MINIMUM QUALIFICATIONS:**

- A. Satisfactory completion of 24 semester credit hours in the physical sciences\*, engineering sciences, electronics sciences\*\*, mechanical technology and/or mathematics\*\*\* from a regionally accredited or NYS registered college or university; or
- B. Two years full time experience where the primary functions/responsibilities include any one of the following:
  - 1) Enforcing weights and measures laws and regulations and inspecting and testing of devices and packaged commodities;
  - 2) Inspecting, testing and repairing commercial and/or industrial weighing and/or measuring devices per manufacturer's specifications and tolerances;
  - 3) Inspecting and testing both quality and quantity of packaged or manufactured goods using precision scales/balances and other precision measuring equipment, performing data reduction, and assessing compliance of the results with appropriate specifications and tolerances;
  - 4) Conducting chemical or physical analyses using precision scales/balances and other precision measuring equipment, performing data reduction, and assessing compliance of results with the appropriate specifications and tolerances; or
- C. An equivalent combination of training and experience as defined within the limits of (A) and (B) above.

The education requirements must be satisfied before the date of the examination.

\*Physical sciences include chemistry (inorganic chemistry, organic chemistry, biochemistry), earth sciences (meteorology, astronomy, geology) and physics.

\*\* Electronics sciences do not include course work in electricity; electricity is a science that deals with the laws of electricity, while electronics is a branch of physics that deals with the emission, behavior, and effects of electrons (in tubes and transistors) and with electronic devices.

\*\*\*Mathematics includes course work in accounting, economics, etc., provided primary focus of the course is manipulation of numbers.

**NOTE:** Verifiable part-time experience may be pro-rated toward meeting full-time experience requirements on the following basis: 8-15 hours per week is ¼ time; 16-23 hours per week is ½ time; 24-31 hours per week is ¾ time; 32+ hours per week is full time.

**SPECIAL REQUIREMENTS FOR APPOINTMENT AND CONTINUED EMPLOYMENT:** This class requires extensive travel. Incumbent will be required to possess a valid, appropriate level NYS Motor Vehicle Operator's License or otherwise demonstrate a capacity to meet the transportation needs of the class to perform field work responsibilities.

**DISTINGUISHING FEATURES OF THE CLASS:** The Director of Weights and Measures I is employed in a civil division with less than 1300 weighing and measuring devices or "inspection" and/or "sealing" duties. This class is responsible for administering and enforcing the provisions of Agriculture and Markets Law, Rules and Regulations as they relate to weights and measures and performs other duties as directed by the local governing body which may include services designed to aid and protect consumers. The incumbent will take charge of and safely keep the municipal standards as prescribed by statute, and maintain a complete record of work performed. The incumbent will have access to all places of business, building or premises to inspect, test and ascertain if weights and measures, weighing and measuring devices and systems and accessories are correct and being used correctly. Incumbent will also be responsible for performing duties related to solid waste disposal. The Director may supervise part-time or seasonal assistants as assigned. Although employed by the local legislative body, the Director is subject to the direction and supervision of the Commissioner of Agriculture and Markets, and his/her authorized representatives. The Director will perform related duties as required.

SUBJECT OF EXAMINATION: Written test will cover knowledge, skills and/or abilities in such areas as:

1. Arithmetic reasoning;
2. Inspection and interviewing techniques;
3. Preparing written material;
4. Determining the accuracy of scales; and
5. Weights and Measures.

An expanded description covering the types of examination questions to be given is available at the Personnel Office.

USE OF CALCULATORS IS RECOMMENDED FOR THIS EXAM. Candidates are permitted to use quiet, hand-held, solar or battery-powered calculators. Devices with typewriter keyboards, spell checkers, personal digital assistants, address books, language translators, dictionaries or any similar devices are prohibited.

\*The required examination fee of seven dollars and fifty cents, which may be in the form of a check/money order or cash, must accompany **EACH** application. If your application is disapproved, your examination fee will **NOT** be returned to you. Please make check/money order payable to the Department of Personnel and include the examination number.

Applications and announcements are available on our web site @ [www.schohariecounty-ny.gov](http://www.schohariecounty-ny.gov)

ISSUE DATE: JULY 15, 2004

SEE REVERSE SIDE

SEE ATTACHED INFORMATION ON STANDARD BACK OF CIVIL SERVICE ANNOUNCEMENT.